



PRIVATE PARTY SPACE RENTAL AGREEMENT & REGULATIONS

All private party renters and their guest must comply with all of the following policies and procedures of Bird School of Music, LLC a California limited liability company (“Bird”), as set forth herein. The policies, procedures, and agreement may be amended at Bird’s sole discretion.

1. **Deposit and payment.** Any rental of the space for a private party must leave a deposit of **\$250.00** in advance to securely hold the desired date and the balance must be paid in full at the end of the scheduled party time. If the party goes over the scheduled rental time the client will be charged an additional time at **\$100.00** per half hour without pro-rating. In addition, a **\$250.00** refundable damage deposit is required.
2. **Food and drink.** Food and drink to be provided by renter.
 - a. Arrangements for catering must be cleared with Bird a week in advance of event.
 - b. All food and drink will remain upstairs during the course of the event.
3. **Damage and cleaning.** Any excessive (beyond the \$250.00 deposit) damage done to Bird’s facility or property shall be billed to the client for either replacement or repair.
4. **Personal Property.** Bird is not responsible for the client’s or their guest’s personal property. It is the sole responsibility of each person entering the facility to be responsible for all belongings unless otherwise pre-arranged with Bird and/or its staff. Under no circumstances will Bird take responsibility for any lost, missing or stolen property personal or otherwise.
5. **Safety.** Parents of children of the invited guest are completely responsible for the well being and behavior of their minor while on the premises of Bird.
6. **Conduct.** Any child or adult during the duration of the party is found to be destructive and/or abusive to the facility will be asked to leave the premises.
7. **Cancellations.** Cancellations fewer than 7 days prior to the event will result in a loss of the \$250.00 deposit.
8. **Arbitration.** Any dispute or claim arising under or with respect to the Agreement will be resolved by arbitration in San Francisco, California before an arbitrator.

The undersigned has read and understands the aforementioned Private Party Space Rental Agreement & Regulations and agrees to abide by and be bound by such agreements & regulations.

Name (Please Print) _____

Signature _____ **Date:** _____

Bird School of Music, LLC